8 March 1962

MEMORANDUM FOR:

Chief, WH Division

SUBJECT:

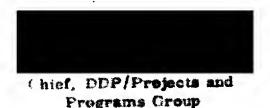
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Special Group Papers and Project Cutlines

- 1. A Special Group paper is not a substitute for a project outline or a project amendment. In most cases these Special Group approvals are general in nature and do not include the operational and budgetary data necessary for a confirming action by the DD/P. Often the activity approved by the Special Group contains one or more elements which require an administrative plan before funds can be released.
- 2. Hereafter, DDP/PG will require appropriate project outlines, project amendments, and administrative plans where necessary before Finance Division can take action to release funds for the operational activity.

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3. Currently this is the case for Project and will be the case for Project I have requested the Finance Division to refer any doubtful cases to me so that the Area Division, working with DDP/PC, can produce the proper documentation for release of funds without undue delay.



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27-DD\2Approved For Release 2001/08/28 : CIA-RDP68-00140R000200030006-1